

# Early Years Inspectorate Regulatory Report

## Pre School

<b>TUSLA Identifier:</b>	TU2022KE002
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<b>Name of Service:</b>	Play and Learn Childcare and Education
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<b>Address of Service:</b>	White Oaks, Station Road, Rickardstown, Newbridge, Co. Kildare
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<b>Eircode:</b>	W12 RF98
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<b>Name of Registered Provider:</b>	Allison Farrell
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<b>Service type:</b>	Part Time, Sessional
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<b>Date of Inspection:</b>	06/02/2025
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<b>No of pre-school children:</b>	AM	25	PM	11
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<b>Address of the Early Years Inspectorate:</b>	Early Years Inspectorate Child and Family Agency Suite 7, Vista Primary Care Centre Ballymore Eustace Road Naas Co. Kildare W91 X38W
<b>Inspection undertaken by:</b>	F. Maher
<b>Title:</b>	Early Years Inspector

### Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(J) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

Conditions if applicable

Not applicable.

### Description of service

This private service is one of four services operated by the registered provider in Dublin and Kildare. Part time and sessional care and education is offered to children between the ages of 2-6 years old. The service opens Monday-Friday from 08:30am-13:30pm for 38 weeks of the pre-school year.

The service is registered to provide school aged childcare.

The service is located in a purpose-built premises in a private residential estate in Newbridge. Two pre-school rooms, a kitchen, staff room and office are provided. The play area is located to the side and rear of the premises.

### Staffing

There were eight adults present in the service; this included the person in charge and the operations manager. Six childcare staff were working directly with the pre-school children. The registered provider was not present.

### Methodology

Tusla's Early Years Inspectorate is the independent statutory regulator of early years services in Ireland. The Child Care Act 1991 (Early Years Services) Regulations 2016 define the duty of a registered provider to ensure the safety and well-being of children and to comply with these regulations. This Act also gives Tusla the authority to assess compliance with the regulations. The purpose of regulation in relation to early years services is to ensure that the care, safety, and well-being of children attending such services is upheld. Inspections of early years services are planned based on the following:

- Previous inspection history
- Any information received in relation to the service

The findings on inspection are based on:

- Information obtained through examination of documentation
- Direct observation
- Discussion with relevant staff

This inspection was unannounced and focused on the area of governance, health, welfare and development of child and safety. The inspection may also focus on other areas as required.

Inspection findings are documented in the inspection report which is first issued in draft format to the service with an opportunity to respond to any findings. Where statutory requirements are identified as not being met, the registered provider must demonstrate how they have rectified the non-compliance and will prevent any non-compliance from re occurring. The Corrective Action and Preventive Action plan (CAPA) will be used to inform decisions about compliance with regulatory requirements. Where the registered provider fails to meet the statutory requirements an escalation process may be commenced.

The inspectorate reserves the right to edit responses received for reasons including clarity, completeness and compliance with administrative and legal processes.

The contents of the report are compiled by the inspectorate body.

## Acknowledgments

The inspector wishes to acknowledge the cooperation of the person in charge, operations manager, staff and children who were present on the day of the inspection.

### Part III – Management and Staff

#### Regulation 9 – Management and recruitment

(1) A registered provider shall ensure that-

- (a) the service has a designated person in charge and a named person who is able to deputise as required,
- (b) at all times during the period when the pre-school service is being carried on, the designated person in charge or the named person referred to in subparagraph (a) is on the premises, and
- (c) there is a clear management structure in the service that identifies the lines of authority and accountability in the service and the specific roles and responsibilities of each employee and unpaid worker.

(2) A registered provider shall ensure that each employee, unpaid worker and contractor is suitable and competent taking into consideration the nature of the needs of children, including by-

- (a) consideration of references from the person's past employers, if any, and in particular the most recent employer, if any,
- (b) consideration of references from reputable sources in the case of a person who has no past employers,
- (c) consideration of the vetting disclosure received from the National Vetting Bureau of the Garda Síochána in accordance with the Act of 2012 in respect of the person, and
- (d) ensuring, insofar as is practicable, that where a person has lived in a state other than the State for a period of longer than 6 consecutive months, he or she provides police vetting from the police authorities in that state.

(4) A registered provider shall ensure that, without prejudice to the generality of paragraph (2) and subject to paragraphs (5) and (6), each employee working directly with children attending the service holds at least a major award in Early childhood Care and Education at Level 5 on the National Qualifications Framework or a qualification deemed by the Minister to be equivalent.

#### Compliance Information

(1)(a)(b)

There was a designated person in charge and a named person to deputise as required, both remained on the premises for the duration of the inspection.

(c) There was a clear management structure in the service that identified the lines of authority and accountability, this was displayed in the entrance hall of the service.

The records of ten staff members employed and/or present in the service were reviewed.

(2)(a)(b)

Twenty written and verified past employer references or references from a reputable source, in the absence of a past employer, were available in respect of ten adults whose files were reviewed.

(c) Garda vetting disclosures had been obtained for all employed staff members.

The service also demonstrated compliance with the Early Years Inspectorate Regulatory Notice requiring services to renew Garda vetting every three years.

(d) Police vetting was available for two staff members who had lived in a state other than the State for a period of longer than 6 consecutive months.

(4)  
Nine members of staff employed and who work directly with the children whose records were reviewed held a major award at Level 5 or higher in Early Childhood Care and Education on the National Qualifications Framework or a qualification deemed by the minister to be equivalent.

### Part III – Management and Staff

#### Regulation 11 - Staffing levels

*(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.*

*(2) Subject to paragraphs (4) and (5), a registered provider of a full day care service or a part-time day care service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 1 of Schedule 6 opposite a particular reference number specified in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.*

*(8) Without prejudice to paragraphs (2) to (7)-*

*(a) a registered provider of a pre-school service other than a child-minding service or a sessional pre-school service shall ensure that there are at least 2 adults on the premises at all times,*

#### Compliance Information

(1)  
There were 25 children attending the service being supervised directly by 6 adults.

(2)  
The minimum ratio of adults to children was adhered to during the day.

(8)(a)

There were at least two adults on the premises at all times for the duration of the Inspection. This was confirmed following review of the staff roster for the service.

### Part IV – Information and Records

#### Regulation 15 – Record of pre-school child

*(1) A registered provider of a pre-school service other than a pre-school service in a drop-in centre or a temporary pre-school service shall ensure that a record in writing is kept in respect of each pre-school child attending the service containing the following particulars:*

- (a) the name and date of birth of the child;*
- (b) the date on which the child first attended the service;*
- (c) the date on which the child ceased to attend the service;*
- (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the service;*
- (e) authorisation for the collection of the child;*
- (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;*
- (g) the name and telephone number of the child's registered medical practitioner;*
- (h) record of immunisations, if any, received by the child;*
- (i) written parental consent for appropriate medical treatment of the child in the event of an emergency.*

*(3) A record in writing referred to in paragraph (1) or (2) shall be open to inspection on the premises by-*

- (c) an authorised person.*

#### Compliance Information

Ten child records were assessed.

(1) All information with the relevant written details (a)-(i) were recorded on each child record assessed.

(3)(c)

All child records were available for inspection.

## Part VI - Safety

### Regulation 23 - Safeguarding health, safety and welfare of child

*A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.*

#### Compliance Information

##### General Safety:

The main entrance door to the service was secure and controlled by staff to prevent children from exiting the service unsupervised and to restrict unauthorised persons from gaining access to the pre-school service.

Daily indoor room and outdoor risk assessments were completed electronically to ensure a safe play and work environment for the children and staff.

Staff members in the rooms inspected, advised the inspector they would remove any beaded necklace if observed that a child may be wearing them and would remove any food items provided that posed a potential choking risk.

The service met the necessary safety requirements in respect of the toys and equipment and safe storage of cleaning agents.

##### Infection Control:

Thermostatically controlled hot water, liquid hand soap and paper hand towel, hygienically dispensed from wall mounted units, were readily available for hygienic hand washing and drying and handwashing routines were well established and observed.

Foot pedal operated bins were provided for the disposal of used tissues, paper towel and waste. Nappy changing facilities were available should they be required and a watertight sealed bin was available for the disposal of used nappies.

Cleaning schedules were electronically recorded for the room environments which were observed to be maintained in a clean and hygienic condition, a cleaner was also employed out of hours.

##### Administration of Medication:

Medication was not given at the time of the inspection. During conversations with the staff members, they advised they were aware of the procedures to be followed to administer medicine safely to a child if required while attending the service. Medical care plans were in place for any child requiring emergency medication while attending the service.

##### Safe Sleep:

The staff members advised the inspector they were familiar with safe sleep practices should any child avail of sleep on a low-level bed when attending the service on a part time basis.

**Fire Safety:**

Staff advised that regular fire drills take place, this was consistent with the written records maintained. All fire exits and assembly points on the premises were easily recognisable and unobstructed.

**Outing:**

A yearly outing takes place to a local pet farm and an outings policy was in place to guide safe practice.

### Part VI - Safety

#### Regulation 24 - Checking in and out and record of attendance

*(1) A registered provider shall ensure that each pre-school child attending the service is checked in and out of the service by an employee or an unpaid worker.*

*(2) Where there are more than 15 children attending a pre-school service in a drop-in centre, the registered provider shall ensure that one employee or unpaid worker is assigned responsibility for the checking in and out of children.*

*(3) A registered provider shall ensure that-*

*(a) no person other than-*

*(i) pre-school child attending the service,*

*(ii) a person dropping or collecting such a child,*

*(iii) an employee, or*

*(iv) an unpaid worker, can enter the premises without his or her entry being approved by an employee, and*

*(b) a daily record in writing is kept of the entry on the premises of any such person.*

#### Compliance Information

(1)  
The person in charge ensured that each child was checked in and out of the service. This was confirmed by the electronic recording of attendance in real time maintained in each care room.

(2)  
Not applicable as this was not a drop-in centre.

(3)(a)(b)

The person in charge ensured that any person entering the service was approved and a record in writing was maintained.

### Part VI - Safety

#### Regulation 25 - First aid

*(1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.*

*(2) A registered provider shall ensure that a suitably equipped first aid box for children-*

*(a) is safely stored in an easily accessible and conspicuous position on the premises, and*

*(b) is available to the children attending the pre-school service at all times.*

#### Compliance Information

(1)  
Persons were trained First Aid Response (FAR) and were immediately available to the children attending the service.

(2)(a)

The first aid equipment was safely stored, in conspicuous positions in the service.

(b) A suitably equipped first aid box for children was available at all times to the adults caring for the children attending the service

## Part VI - Safety

### Regulation 26 - Fire safety measures

- (1) A registered provider shall ensure that a record in writing is kept of-*
- (a) any fire drill that takes place in the premises, and*
  - (b) the number, type and maintenance record of fire fighting equipment and smoke alarms in the premises.*
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.*

#### Compliance Information

(1)(a)

A written record was available of fire drills which were completed monthly in the service, the last recorded fire drill took place 4 February 2025.

(b)

A record was kept of the number, type and maintenance of the firefighting equipment and fire detection system in the premises and were last serviced September 2024 and 2 December 2024 respectively.

(4)

Notices of the procedures to be followed in the event of a fire were conspicuously displayed in the service

## Part VI - Safety

### Regulation 28 - Insurance

*A registered provider shall ensure that the pre-school service is adequately insured.*

#### Compliance Information

There was evidence of current insurance cover valid until 27 March 2025. The insurance provided cover for 35 children.